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AN
ABRIDGEMENT
OF
MR. BYROM'S
SHORT-HAND.

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AN
ABRIDGEMENT
OF
MR. BYROM'S (g.)
UNIVERSAL ENGLISH
SHORT-HAND;

OR,
THE WAY OF WRITING ENGLISH
IN THE MOST

EASY, CONCISE, REGULAR, AND BEAUTIFUL MANNER.

DESIGNED FOR THE USE OF SCHOOLS.

THE SECOND EDITION.

LONDON,
PRINTED FOR THE EDITOR;
and sold by
H. LOWNDES, IN FLEET STREET.

1796.

ARRANGEMENT

MR. BYRON'S

UNIVERSAL ENGLISH

SHORT HAND

THE WAY OF WRITING ENGLISH



REGISTERED FOR THE USE OF SCHOOLS

THE SECOND EDITION

88

LONDON

PRINTED BY THE AUTHOR

IN THE CITY OF LONDON

ADVERTISEMENT.

From the Approbation which MR. BYROM's valuable Treatise upon Short-Hand has met with from the Public, some Apology may be perhaps thought necessary for an Attempt to abridge and render more commodious a Work which was in its original State so universally admired.

Of the original Publication however a great Part consists of Observations introductory to the Art,—Observations which are certainly not necessary to those who would wish to acquire a sufficient, or even a complete Knowledge of Short-Hand. His Remarks on the Selection of the Characters,—the Reasons which induced him to appropriate each Mark to the particular Consonant it represents,—the Account of his various Alterations and Amendments,—may indeed display the Ingenuity of the Author, but will be found to be but little conducive to the Improvement of the Pupil.

In the following Pages therefore the Editor has endeavoured to comprise every Thing useful which is contained in the original Work, and has thrown the whole into a more convenient Form, adapted to the Use of Schools.

Though the Accommodation of his own Pupils was the principal Inducement to the present Undertaking, an

ADVERTISEMENT.

additional Motive however was to present to the Public, at a moderate Expense, a faithful and satisfactory Abridgement of a valuable Work, which was originally sold to the Subscribers at ONE GUINEA a Copy, and is now become extremely scarce.

To the whole is subjoined a Series of practical Examples, adapted to the principal Rules, with a Variety of useful Lessons for the Exercise and Improvement of the Learner.

That some Objections may not be made to the following Notes, even the Partiality of an Author forbids him to expect. But let the Severity of Criticism remember, that they were planned amidst the Bustle of a School, and written in a few Weeks during a Summer Vacation.

To afford the Mind some Relaxation from Business—to steal from the uninterrupted Employment of a School some few Days for the Gratification of Curiosity, or the Enjoyment of Society, is a Wish as just as it is natural. Yet the Author will ever think with Pleasure on the temporary Mortification of his Wishes in these Particulars—will remember with Satisfaction the Attention and Pains bestowed upon these Pages, if they meet with the Public Approbation.

T. M.

MACCLESFIELD,

July 23, 1796.

THE ALPHABET.

		Words.	Prepositions.	Terminations.
B	⌒	Be, by; but.	Be-; ob-.	-ble, -ables.
d	⌒	And.	De-, dis-.	-ed.
f, v	⌒	If, of, off.	For-.	-ify.
g	⌒	Again, against.		
h	⌒	Have, has; had, hadst.		
j	⌒	Judge; just.		
k	⌒	{ Can;	Com-;	-acle;
l	⌒	{ Could.	Con-;	-ical, -icle.
m	⌒	All; always; altogether.	Contra-.	
n	⌒	{ Am, amongst;	Magni-;	-ment;
p	⌒	{ My;	Mis-;	
q	⌒	{ Whom.	Omn-.	-ments.
r	⌒	{ An;	Ante-, anti-;	-ent;
s, z	⌒	{ In;	In-, inter-;	-ness.
t	⌒	{ Under.	Under-.	
w	⌒	Upon.	Per-, pre-, pro-.	
x	⌒	Question.		
y	⌒	Or.	Re-.	-ary. <i>Also</i> -ing; -ings.
ch	⌒	{ As;	Satis-;	-ation; <i>Also</i> -self;
sh	⌒	{ Is;	Circum-;	&c.
th	⌒	{ Us.	Super-, sub-.	-ution. <i>Also</i> -soever.
etc.	⌒	The, to.	Trans-.	-ity; -ities.
	⌒	Will, wilt; would.	With-.	-ward.
	⌒	Except; exercise.	Ex-; extra-.	
	⌒	Yet.		
	⌒	Each; which.		
	⌒	Shall, shalt; should.		-ship; -ships.
	⌒	They; that.		
	⌒	&c.		

VOWELS' PLACES.

as, &c.	am, &c.	sa, &c.	ma, &c.
at, &c.	an, &c.	ta, &c.	na, &c.





BYROM'S
SHORT-HAND,

ABRIDGED.

PART THE FIRST.

General Observations on the Use and Application of the Short-hand
Alphabet, with suitable Examples for the Learner's Exercise.

ON THE VOWELS.

THE vowels *a*, *e*, *i*, *o* and *u*, are represented by a point or dot in different situations. *A* is denoted by a dot at the top of the Short-hand line; *e*, by a dot placed a little lower; *i*, and *y* when it ends a word, by a dot exactly in the middle of the space; *o*, by a point something lower than the middle; and *u*, by a dot at the bottom of the line.

The vowel *a*, in Short-hand, is used for the

BYROM'S SHORT-HAND.

article *a*, or *ab*; *i*, for the pronoun *I*, or *eye*; *o*, for *O*, *Ob*, or *owe*; and *u*, for the pronoun *you*.

All the single vowels, and all the combinations of them, are expressed by a dot in the place of the vowel of nearest sound; thus *a*, *ai*, *ay*, *au*, *aw*, are all represented, in Short-hand, by the vowel *a*; *e*, *ee*, *ea*, *ey*, *ei*, *eo*, by the vowel *e*; *i*, *oi*, *oy*, by *i*; *o*, *oa*, *oo*, *ou*, *ow*, *ough*, by *o*; and *u*, *ue*, *ew*, *ieu*, *iew*, *ugb*, *eau*, by *u*.

In the perpendicular and inclined letters, the vowels which precede, are placed upon the left hand; those which follow, upon the right.

EXAMPLES for the WRITER'S EXERCISE.

At,	Ra,
Te,	Er,
It,	Ri,
To,	Or,
Ut,	Ru,

In the horizontal letters — *s*, *g*, *k*, and *o*

PART THE FIRST.

q, the vowels which precede, are placed above; those which follow, below.

As,	Ka,
Se,	Ek,
Is,	Ki,
So,	Ok,
Us,	Ku,

In the semicircular letters $\frown m$, $\smile n$, $\circ g$, and $\frown cb$, the vowels *a*, *e*, *o* and *u*, are placed upon the left hand, and the *i*, above, when they precede; and the contrary, when they follow.

Am,	Na,
Me,	En,
Im,	Ni,
Mo,	On,
Um,	Nu,
Ga,	Ach,
Eg,	Che,
Gi,	Ich,
Og,	Cho,
Gu,	Uch,

Between two consonants, the vowels are thus expressed: *a*, *e* and *i*, are set in their

BYROM'S SHORT-HAND.

usual places after the first consonant, which they follow; *i*, *o* and *u*, in their customary places before the second, which they precede.

Nota bene, when any character is carried upwards, the place of *a* is naturally thrown to the bottom; for the vowels are always reckoned from the point at which the consonant is begun.

Tar,	Lat,
Ter,	Let,
Tir,	Lit,
Tir,	Lit,
Tor,	Lot,
Tur,	Lut,
Tan,	Tam,
Ten,	Tem,
Tin,	Tim,
Tin,	Tim,
Ton,	Tom,
Tun,	Tum,
Mat,	Nat,
Met,	Net,
Mit,	Nit,
Mit,	Nit,
Mot,	Not,
Mut,	Nut,

PART THE FIRST.

Mam,	Nan,
Mem,	Nen,
Mim,	Nin,
Mim,	Nin,
Mom,	Non,
Mum,	Nun,



ON THE CONSONANTS.

The Short-hand alphabet consists of the following consonants: \swarrow \searrow b , $($ d , \searrow f or v , \curvearrowright g , \updownarrow h , γ j , e k or c hard, \swarrow \nearrow l , m , \smile n , $)$ p , e q , $/$ r , $-$ s or c soft, and z , $|$ t , b w , \swarrow \nearrow x , \searrow y , e cb , e sb , and \swarrow \searrow tb . These consonants, running neatly into each other, form the marks for words, and are to be expressed in the most expeditious manner possible, without taking off the pen at each, or at any occurrence of a vowel, which, if requisite to distinguish the word, is to be punctuated afterwards. Whenever the connexion of consonants in any word, is interrupted, it is in general to obtain a more expeditious, but still regular way of expressing it, than by all its consonants. In writing

BYROM'S SHORT-HAND.

words in Short-hand, we join the consonants, that are sounded, together, to which, if they suffice to distinguish the word, it is needless to add any of its vowels; as, for instance, to write the word *strife* or *strive*, we join the four consonants, of which it is composed, into one continued mark or figure, comprised within the due limits thus, \nabw ; for if, without regarding the limits, we should make it thus, \nabw , the letters would be the same indeed, but the direction in this, and all similar cases, is evidently more incommodious. When, therefore, there are different ways of joining the same letters together, or of expressing the same word, in Short-hand, we must accustom ourselves to the best, or most lineal. The sameness of the entire figure, as well as that of its component letters, is worth the writer's while to maintain; and also facilitates mutual reading, between fellow-practisers of the same method. There is a kind of mechanism in the case, by which the mind, being less fatigued with any deviations of unusual appearance, easily apprehends the meaning of that,

PART THE FIRST.

which is more conformable to a standard. This mark ∇ , then, is equal to *strf* or *strv*; and these being the consonants peculiar to the word *strife* or *strive*, this is a regular mark for it; to which, if any one pleases, he may add the point for the vowel *i*, to suggest the word to him at first, till he can read it readily without that assistance.

The chief difficulty at first, is to unlearn the unnatural and perplexed method of spelling, to which we have been long habituated. In this word *practice*, for example, the consonant *c*, is pronounced as *k*, in the first syllable, and as *s*, in the second; and the *e* final, has no pronunciation at all. But, being used to these difficulties, it is now become one, to know the word by its true and genuine spelling according to our Short-hand alphabet, viz. *praktis*. The Short-hand writer, however, totally disregarding the common way of spelling, is to insert only such letters as are pronounced; and instead of employing more letters than are precisely necessary to express the sound of words, may, in many instances,

BYROM'S SHORT-HAND.

make use of fewer, dismissing not only such as are needless to the sound, but such also as may be omitted, and yet leave the sense of the words easily discoverable. The less expression there is, so much the better for the purposes of brevity, provided what is left be intelligible.

And though the omission of the vowels, in the middle of words, may, for a while at the first, make it difficult for a learner to read, even his own writing, without hesitation; yet that difficulty will certainly vanish, in proportion as the Short-hand marks become familiar to him, as it arises, not so much from that omission, as from the strange and unusual appearances, which the characters make to his eye, and which, for that reason, do not so immediately suggest to him the consonants, for which they stand, but that the attention is necessarily taken up in recollecting them one by one; whereas, did they appear so familiar and well known to him, as all to be apprehended in one view, he would soon discover the word, though all the middle vowels were left out,

PART THE FIRST.

If any one doubts this, he may soon convince himself, by writing in the common long-hand, exactly the same letters, which he had written before in the Short-hand characters, and if he can read it with ease, when so transcribed, he may be certain, that a little custom will make the reading of Short-hand every whit as easy to him.

Our common alphabet, with respect to long-hand, is very defective; and our customary application of it, or spelling, perplexed, various and confused: but, in writing Short-hand, we are under no obligation to follow custom, where we can leave it with advantage; nor to desert it, where any advantage may be gained by following it. We are at liberty to make use of all helps, which nature affords against custom; or which custom furnishes against nature; or even to disregard both, if we can secure our point without minding either. The nature of writing, that is, of expressing sounds by figures, supposes that every figure has its correspondent sound.

If therefore custom has introduced more figures than are necessary for that purpose, we are not obliged to follow it; for if the figure or figures, that we make use of, sufficiently discover to us the sound or words, which we want to express, it is enough; as *bo*, *tho*, *nebor*, or even *nebr*, is enough to express the words *beau*, *though*, *neighbour*.—Custom has limited the number of vowels in our common alphabet to five, whereas in nature there are more; but as this customary number is more commodious for our purpose than the natural, we are at liberty to keep to it for that reason.—Again; sometimes, even in our common long-hand, we depart both from nature, and from our customary alphabet; as when we borrow words from other languages, and retain the foreign manner, both of writing and pronouncing them. In the words *chaise*, and *machine*, the *ch* in both is pronounced like our *sh*. So we, in some instances, may borrow one figure for another of nearly like sound, if any eligible convenience shall result from it.

PART THE FIRST.

To spell as you pronounce, is the general rule in Short-hand; but, like all other *general rules*, it is not without *exceptions*. It often conduces to legibility,* and sometimes to facility of execution, to insert a consonant, which is not perhaps distinctly sounded in the pronunciation, especially in proper names. As lamb *l*, talk *je*, writ *l*, tombs *l*, wrong *je*, psalm *l*, ramblor *l*, magdalen *je*, Keswick *l*. When the consonants in any word are sufficiently numerous, the general rule, in regard to spelling, must be adhered to. As wednesday *l*, christmas *l*.

In the Short-hand alphabet there are eleven perpendicular characters, similar to the | *t*; viz.

t, b, b, w, w, p, j, j, d, sb, sb.

| , , , , , , , , , .

*This is an advantage, which writers of Short-hand, especially such as practise the art for their own private use or amusement, ought not altogether to overlook.

BYROM'S SHORT-HAND.

There are seven oblique characters, similar to the \diagup *r*; viz.

r, l, i, x, x, b, tb.

$\diagup, , , , , , ,$

There are five oblique characters, similar to the \diagdown *f*; viz.

f or c, l, y, b, tb.

$\diagdown, , , , ,$

And there are seven horizontal characters, which are similar in direction to the $-$ *s*; viz.

s, k, q, m, cb, n, g.

$-, , , , , , ,$

All the perpendicular and inclined letters are made to touch two parallel lines, the distance of which is measured by the $|$ *t*; thus $|t|t|t|t|t|$. The letters \frown *m*, \smile *n*, are segments of circles, the chord or breadth of which is equal to the $-$ *s*, and their versed sine or height is rather more than one third



PART THE FIRST.

part of the | *t*. The letters (*d*,) *p*, / *b*,
 / *th*, \ *b*, \ *th*, are segments of larger cir-
 cles whose chords are the letters | *t*, / *r*,
 and \ *f* respectively. It is not necessary,
 nor indeed scarce possible, that these pro-
 portions should be exactly kept, especially in
 swift writing; but they are given here, because
 the less they are deviated from, the more
 beautiful the writing appears.


The twirl, in Short-hand, is not always
 made precisely of the same size, nor indeed,
 when joined to other characters, exactly of
 the same shape. In the letters *e* *g*, *o* *ch*,
y *j*, and *e* *sb*, the twirl is made somewhat
 smaller; but in those characters, which con-
 sist of a twirl joined to a straight stroke, the
 twirl may be made a little larger; as *l*, *q* *b*,
k, &c. The loop or twirl in these charac-
 ters, when they are written singly, is a small
 circle; but, when they are joined to other
 consonants, it is necessarily a little altered from
 that figure; as *l*, *sl*, *q*, *pq*.

When vowels are to be inserted in the
 marks *m*, *n*, *e* *g*, or *o* *ch*, especially

BYROM'S SHORT-HAND.

e, or *o*, it is expedient to make the consonant mark a little larger than it is usually written, in order that the situation of the vowel may be better distinguished; as met , meet .

After the learner has, by repeated trials, acquired a facility of forming, with tolerable exactness, all the letters of the alphabet separately, and of remembering what particular consonant each of them represents, he may proceed to the examples subjoined to the following Observations, frequently trying different ways of joining the marks, in order to discover the best and most elegant. Several of the *inclined* letters being formed almost as easily upward as downward, he will find it convenient to begin, sometimes from the top, sometimes from the bottom of the line, according to the nature of the marks which follow.



PART THE FIRST.

B. / \ .

Be, by; but. Be-; ob-. -ble or -able.

This letter is represented by two characters, the first of which may be made either upwards or downwards, though when separately written, it is always supposed to be made downwards; the other character is always written downwards. The first character is used for *be* or *by*; the second, for *but*. They are also used to denote the prepositions *be-* and *ob-*, and the termination *-ble* or *-able*.

EXAMPLES for the LEARNER'S PRACTICE.

<i>Be,</i>	<i>Remark-able</i> ...
<i>By,</i>	<i>Move-ables,</i> ...
<i>But,</i>	<i>Book,</i>
<i>Be- hold,</i>	<i>Breast,</i>
<i>Be-wilder,</i>	<i>Blind,</i>
<i>Bi-ography,</i> ...	<i>Burnish,</i>
<i>Ob-literate,</i>	<i>Oblivion,</i>
<i>Ob-serve</i>	<i>Abridge,</i>
<i>Ab-stract,</i> ...	<i>Barbarians,</i> ...

BYROM'S SHORT-HAND.

C.

There is no character appropriated to this letter, its soft sound being always represented by — *s*, and its hard, sound by *c* *k*. As *cinder* *c* *∨*, *cattle* *c* *∨*, *practice* *∨* *∨*.

It may be useful to remark, that *c* is pronounced hard, like *k*, before *a*, *o*, *u*; and soft, like *s*, before *e*, *i*, *y*: in like manner, *g* is pronounced always hard before *a*, *o*, *u*; sometimes hard and sometimes soft before *i*, and *y*; and for the most part soft before *e*.

D. (.

And. *De-* or *dis-* *-ed.*

This letter is denoted by a character, which is always made downwards, and, by itself, stands for the conjunction *and*. Prefixed to other characters it represents the prepositions *de-*, *dis-*; and, at the end of any word, it is used for the termination *-ed*. Neither prepositions nor terminations are always detached, and, in many instances, it is more convenient

PART THE FIRST.

to join the *d* to the former part of the word, than to write it separately. Thus *ballowed* may be written \mathcal{N} ; but in the word *received*, it is better to use the termination, thus \angle .

EXAMPLES FOR PRACTICE.

<i>And</i> ,	<i>Dance</i> ,
<i>De-canter</i> ,	<i>Drink</i> ,
<i>De-light</i> ,	<i>Decimals</i> ,
<i>De-gree</i> ,	<i>Desolate</i> ,
<i>De-lirium</i> ,	<i>December</i> ,
<i>Dis-believe</i> ,	<i>Idly</i> ,
<i>Dis-courses</i> , ...	<i>Dialogue</i> ,
<i>Stat-ed</i> ,	<i>Admiral</i> ,
<i>Dear</i> ,	<i>Debtor</i> ,
<i>Dead</i> ,	<i>Doctor</i> ,
<i>Dream</i> ,	<i>Dr.*</i>

* The two characters, denoting *Dr.*, must be made a little smaller than usual.




F. \.

Of, off, or if. For-. -Ify.

This letter, in Short-hand, is always begun at the top, and, by itself, stands for *of, off, if*. Prefixed to other characters, it represents the

BYROM'S SHORT-HAND.

preposition *for-* (but not the common word *for*), and at the end of any word, it is used to denote the termination *-ify*.

The lengthening this letter by a greater inclination than usual, denotes *fv*, or *ff*, as *five* , *feoffee* . But when two *f*'s are either preceded or followed by a consonant, they may be denoted by writing the adjoining consonant of half size; as *favour* .

EXAMPLES for the LEARNER'S EXERCISE.

Of,	Philosopher (fhsfr),
Off,	Frivolous,
If,	Fish,
For-ward,	Friday,
For-bid,	Fervid,
Sanct-ify,	Versatile,
First,	Favourite,
Versant,	Favour-able, ...
Various,	February,
Fancy,	Vocabulary, ...
Vulgar,	Fender,
Avenue,	Vender*,
Faithful,	Phænomenon, ..

* To prevent ambiguity, might not *v*, in Short-hand, be occasionally distinguished from *f*, by making the stroke thicker?

PART THE FIRST.

G. 2.

Again, or against.

This character is begun at the left hand side, forming the twirl first; the remaining part of the character is the same as the mark appropriated to the *n*. It represents both the hard and soft sounds of *g*, and, in the latter capacity, it is frequently used instead of the letter *j*, and sometimes it is substituted for *ch*. Standing by itself, it represents the words *again* or *against*. It does not represent any particular preposition or termination.

EXAMPLES for the LEARNER.

Again,

Against,

Great,

Germ,

Gloomy,

August,

Gentleman,

Agitates,

Glad,

Ch is substituted for *g*, in

Vigilance,

Religion,

Equipage,

K is substituted for *g*, in

Figure,

Extravagance,

BYROM'S SHORT-HAND.

H. 9 J.

Have, hast, hath or has; had or badst.

Of these two characters, the first only is the proper representative of the letter *h*, and is written downwards. The second character, being still retained in the alphabet, may be used singly, to denote *bad* or *badst*, and, notwithstanding the twirl is at the bottom, may be more commodiously written downwards.

EXAMPLES for the LEARNER'S PRACTICE.

<i>Have,</i>	<i>Haste,</i>
<i>Hast,</i>	<i>Honour,</i>
<i>Has,</i>	<i>Honest,</i>
<i>Had,</i>	<i>Handsome,</i>
<i>Hadst,</i>	<i>Holidays,</i>
<i>Heart,</i>	<i>Humble,</i>
<i>Habits,</i>	<i>Historian,</i>

Few monosyllables, beginning with a vowel, are immediately followed with *h*; for which reason *h*, having a point or vowel before it, denotes *ht*, with the given vowel between them; as 9 *bat*, 9 *bet*, 9 *bit*, 9 *bot*, and 9 *but*.

PART THE FIRST.

EXAMPLES for PRACTICE.

Hat-ed,		Hitherto,
Heater,		Hotel,
Hither,		Hutch,

J. 9 J.

Judge; Just.

Of these two characters, the first only is the proper mark for the letter *j*, and denotes the word *judge*. The other may be used singly, to denote the word *just*, in which case, notwithstanding the twirl is at the bottom, the character may be written downwards.

EXAMPLES.

Judge,		July,
Just,		Journals,
Judge-ment, ...		January,
Just-ify,		G may sometimes be substituted for <i>j</i> , as in
John,		Re-ject,
June,		

Just

BYROM'S SHORT-HAND.

K. .

Can,

Com-,


-acle,





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
-ical, or icle.

Could.

Contra-,

The letter  *k*, in Short-hand, is used to represent *c*, (the hard sound only, — *s* being invariably used for its soft sound,) and with the addition of *s*, denotes *ks*, or *x* in the middle or end of words.

The marks  *k*, and  *g*, are used promiscuously for one another, whenever a more convenient junction may, by that means, be obtained. But at the beginning of words, and in a few instances where it is equally easy to write either the one or the other, the above marks must, in all such cases, be used agreeably to the alphabet, *viz.*  for *k*, or *c* hard, and  for *g*.

As the letter  *k*, may be placed either at the top or bottom of the Short-hand space, it is therefore made to denote, in the former situation, *cán*, and in the latter, *could*.

PART THE FIRST.

EXAMPLES.

<i>Can</i> or <i>canst</i> , ..	<i>October</i> ,
<i>Could</i> or <i>couldst</i> ,	<i>Christmas</i> ,
<i>Com-pulsory</i> , ...	<i>Accidence</i> ,
<i>Con-trary</i> ,	<i>Comma</i> ,
<i>Contra-dict</i> , ...	<i>Keeper</i> ,
<i>Tabern-acle</i> , ...	<i>Kettle</i> ,
<i>Inim-ical</i> ,	<i>Kitchen</i> ,
<i>Ic-icle</i> ,	<i>Buxton</i> (<i>bkstn</i>),
<i>Cough</i> (<i>kof</i>), ..	

Cm and *cn* are generally written thus: *km*, *kn*. These contractions cannot be mistaken for *cb* and *cg*, the twirl being on the contrary side.—In the *middle* of words, however, these characters are usually not contracted.

EXAMPLES.

<i>King</i> ,	<i>Country</i> ,
<i>Kind</i> ,	<i>Command</i> ,
<i>Kingdom</i> ,	<i>Company</i> ,
<i>Knowlege</i> ,	<i>Complain</i> ,
<i>Convey</i> ,	<i>Commerce</i> ,
<i>Conclude</i> ,	<i>Condemn</i> ,
<i>Candour</i> ,	<i>Comrade</i> ,
<i>Conference</i> ,	<i>Consider</i> ,
<i>Contempt</i> ,	<i>Connoisseur</i> , ...

BYROM'S SHORT-HAND.

L. 6/89.

All; always; altogether.

Of the three characters appropriated to this letter, it may be remarked *generally*, that the twirl is, in all of them, formed to the right hand, which distinguishes them from the letters 6/8 and 9, that have the twirl formed to the left hand. The first / is mostly used before *n*, *g*, or any of the descending consonants, excepting *r*; the second, before *m*, *ch*, or any of the horizontal characters; and the last, before *r*, or any of the consonants which ascend. When written singly, they respectively stand for the three common words *all*, *always*, *altogether*.

Examples for the Learner's Improvement.

All,
Always,
Altogether,
Live,
Life,
Long,
Land,

Little,
Lark,
Lamb,
Letters,
Language,
Lovely,
Laborious,

PART THE FIRST.

Limit-ed,	Loyal,
Elicit,	Literature,
Labour,	Lastly,

M. ∩.

<i>Am, amongst;</i>	<i>Magni-; -ment;</i>
<i>My;</i>	<i>Mis-;</i>
<i>Whom.</i>	<i>Omni-. -ments.</i>

The width of this character, as before observed, is equal to the length of the — s, and its height is rather more than one third part of the $|$ t. When written singly, at the top of the line, it represents the words *am, amongst*; in the middle, *my*; and at the bottom, *whom*. As a preposition, it has also three distinct situations, denoting, at the top, *magni-*; in the middle, *mis-*; and at the bottom, *omni-*. When used as a termination, it represents, at the top, *-ment*; and at the bottom, *-ments*.

Terminations, and compound prepositions (namely *ds* L *dissatis-*, *ts* L *transub-*, *mn* \sim *misunder-*, *nd* V *indis-*) are generally made smaller than the alphabetical proportion of the same characters.

BYROM'S SHORT-HAND.

EXAMPLES.

<i>Am, amongst, ..</i>	<i>Modern,</i>
<i>My,</i>	<i>Mental,</i>
<i>Whom,</i>	<i>May,</i>
<i>Magni-tude, ...</i>	<i>Memory,</i>
<i>Mis-fortune, ...</i>	<i>Method,</i>
<i>Omni-present, ..</i>	<i>Model,</i>
<i>Discern-ment, ..</i>	<i>Ambassador, ..</i>
<i>Commence-ment,</i>	<i>Miscellaneous, ..</i>
<i>Encourage-ment,</i>	<i>Ministerial, ...</i>
<i>Detri-ment,</i>	<i>Metropolis,</i>
<i>Improve-ments, .</i>	<i>Monday,</i>
<i>Apart-ments, ..</i>	<i>Eminent,</i>
<i>Mark,</i>	<i>March (mrsh), .</i>
<i>Mind,</i>	<i>Mr.*</i>
<i>Merit</i>	<i>Mrs.*</i>

*The letters denoting these common abbreviations, must be written something smaller than usual.

N. ∪.

<i>An ;</i>	<i>Ante-, anti- ;</i>	<i>-ent ;</i>
<i>In ;</i>	<i>In-, inter- ;</i>	
<i>Under.</i>	<i>Under-</i>	<i>-ness.</i>

This character is exactly the reverse of the ∪ m. At the top of the line it represents *an ; ante-, anti- ;* and *-ent* : in the middle, *in ;*

PART THE FIRST.

in-, inter-; and at the bottom, under; under-; and -ness.

EXAMPLES for the LEARNER.

<i>An,</i>	<i>Never,</i>
<i>In,</i>	<i>Neighbour,</i>
<i>Under,</i>	<i>Numerous,</i>
<i>Ante-diluvian, ..</i>	<i>Interval,</i>
<i>Anti-ministerial,</i>	<i>Novels,</i>
<i>In-telligent, ...</i>	<i>Ink,</i>
<i>Inter-pose,</i>	<i>November,</i>
<i>Under-plot,</i>	<i>Indulgence,</i>
<i>Un-happy,</i>	<i>Universal,</i>
<i>Provid-ent,</i>	<i>Inspired,</i>
<i>Sweet-ness,</i>	<i>Insult-ed,</i>
<i>Nature,</i>	<i>Insulat-ed,</i>

P.).

Upon. Per-, pre-, pro-.

This character, which is exactly the reverse of the letter (*d*, is a segment of a larger circle, whose chord is the letter | *t*. It represents the word *upon*, and the prepositions *per-*, *pre-*, *pro-*.

BYROM'S SHORT-HAND.

Examples for the Writer's Practice.

<i>Upon</i> ,	<i>Pleasure</i> ,
<i>Per-vert</i> ,	<i>Preserve</i> ,
<i>Pre-fix</i> ,	<i>Persevere</i> ,
<i>Pro-gress</i> ,	<i>Present</i> ,
<i>Pro-long</i> ,	<i>Persist</i> ,
<i>Pro-tract</i> ,	<i>April</i> ,
<i>Pens</i> ,	<i>Peculiar</i> ,
<i>Paper</i> ,	<i>Appertain</i> ,
<i>Pencil</i> ,	<i>Provincial</i> ,

Q. .

Question.

This letter is formed from the — s, with the addition of a twirl to the beginning of the mark. In the middle or end of words, it is frequently exchanged for the letter *q*. Near the bottom of the line, it denotes the word *question*.

EXAMPLES.

<i>Question</i> ,	<i>Qualify</i> ,
<i>Question-able</i> , ..	<i>Queen</i> ,
<i>Quilt</i> ,	<i>Quire</i> ,
<i>Quick</i> ,	<i>Quotient</i> (qsnt),

PART THE FIRST.

The letter σ k is substituted for σ q , in the following

EXAMPLES.

Tranquil, || Oblique,

On the contrary, the letter σ q is written instead of σ k , in

Stick,		Speculate,
Attic,		Victim,
Faculty,		Do-mestic,
Picture,		Awaken,
Partakes,		Mechanics (mqnks),

Instances where an exchange is unnecessary, and would therefore be improper.

Sketch,		Kick,
Academy,		Land-scape, ...
Cold,		Quadrature, ...

In the following words, σ ks or σ qs are written instead of x .

Sex,		Paradox,
Maxim,		Perplex,



BYROM'S SHORT-HAND.

←-o-o-o-→

R. /.

Or. Re-. -ary. Also -ing;
-ings.

This character may be made either upward or downward, according to the nature of the marks, which happen to follow or precede. Detached from other letters, it is always *supposed* to be written downward, consequently, in that case, the vowels are reckoned downwards. Or; re-; -ary are denoted by this mark, according to its single, previous, or final situation.

The very common termination *-ing* is also denoted by a mark, which nearly resembles this character, though considerably shorter, being about the length of the common accental dash. *-ing* is denoted by this mark ' , placed at the top, and *-ings*, by the same mark ' , at the bottom of the line.

The detached preposition *re-*, is seldom used in Short-hand, unless the following consonant does not admit of being conveniently joined to it.

PART THE FIRST.

For the Writer's Practice.

Or,	Bless-ings,
Re-hearse,	Reason,
Re-mote,	Renders,
Re-quires,	Rapid,
Re-gard,	Rebellion,
Liter-ary,	Retreat,
Writ-ing,*	Rigid,
Morn-ing,	Retire-ment, ...
Penetrat-ing, ...	Remember,
Interest-ing, ...	Ardour,
Writ-ings,	Register,

*For the mark which denotes the final syllable -ing, see the Observations prefixed to these examples.

S. —.

As;	Satis-;	-ation;	-self;
Is;	Circum;	&c.	Also
Us.	Super-, sub-	-ution,	-soever.

The horizontal straight stroke, which is equally the representative of the letters *s* and *x*, denotes, at the top of the line, the word *as*, and the preposition *satis-*; in the middle, *is*, and *circum-*; and at the bottom, *us*, and *sub-*. In this last situation, it may denote also *super-*, which will occasion no ambiguity, except in

BYROM'S SHORT-HAND.

404-10-2-11

the words *subscribe* and *superscribe* (and their derivatives); and the prepositional part of the latter word, may, for the sake of distinction, be always written at length, and joined to the latter part of the word.

Used as a termination, this character has a very extensive application. The commonest termination, in the English language, is *-sion*, *-cion* or *-tion*, in pronunciation *shon*. There are a thousand words, all in general borrowed from the Latin, which end in this manner, the greatest part of them in common use. Now the letter —s, being drawn near the end of any of these words, from the place of the vowel preceding the *-tion*, *-cion* or *-sion*, denotes the three final syllables of the numerous words that afford this termination. Also, when one or more consonants intervene between the vowel and the termination, they are still to be expressed in the same manner, by the —s, drawn from the vowel's place, as if no such consonants had been there. This character therefore, at the top of the line, denotes *-ation*, *-action*, *-ansion*; a little lower, *-etion*, *-ection*,

PART THE FIRST.

-*ention*, -*ertion*, -*ersion*, -*emption*, -*ession*, -*ensi-*
on; in the middle, -*ition*, -*ision*, -*iction*, -*incti-*
on; near the bottom, -*otion*, -*option*, -*ortion*;
 and at the bottom, -*ution*, -*usion*, -*uction*, *uption*,
 -*umption*. The plural number of the termina-
 tion, is denoted by the same mark made a
 little longer; thus or-*ation* $\sqrt{\text{—}}$, or-*ations*
 $\sqrt{\text{—}}$.

In placing this termination, regard is to be
 had to the vowel's place, with respect to the
 line, and not to its place after the last conso-
 nant, except that happens to be — *s*, —^{e} *k*, or
 —^{e} *q*. When any of these consonants imme-
 diately precede the termination, regard is usual-
 ly had to the vowel's place after the letter; as
ass-ertion —^{e} , *eloc-ution* —^{e} . When this
 termination is preceded by a single consonant
 only, the word, in every such case, must be
 written at length; as *motion* (*moſn*) —^{e} ,
nation —^{e} .

When placed close after any of the pronouns,
 the — *s* loses its power of representing -*ation*,
 &c.; since the pronouns never admit of such

BYROM'S SHORT-HAND.

a termination. Consequently the words *self* and *selves* may be very commodiously represented, by drawing the — s from the vowel e's place, close after any of the pronouns; as my-self —, it-self |—, our-selves /—, &c.

The words *what*, *who*, *whom*, *how*, &c. have very often the word *-soever* added to them, which may, for the same reason, be expressed by the — s, drawn from the vowel o's place; as what-soever p—, how-ever q—, whom-soever p—, where-ever p—.

EXAMPLES FOR PRACTICE.

As,
Is,
Us,
Satis-factory, ..
Circum-ference, .
Sub-stance,
Sub-scribe,
Superscribe, ...
Super-structure, .
Super-natural, ..
Super-sede,
Sub-tract,
Select,
Several,

Square,
Singular,
Solitude,
Scattered,
Separate,
Splendid,
Sunday,
Saturday,
Astronomy,
Sometimes,
Seldom,
Surpass,
September,
Estate,

PART THE FIRST.

Celebrity,	Div-ision,
Numer-ation, ..	Erud-ition,
Not-ation,	Pred-iction,
Sub-str-action, ..	Dist-inction, ...
Multiplic-ation,	Propos-ition, ...
Allig-ation,	Sub-scr-iption, ..
Explan-ation, ..	Superscr-iption, ..
Vac-ation,	Em-otion,
Dissert-ation, ..	Ad-option,
Corper-ation, ..	Ext-ortion,
Moder-ation, ...	Prop-ortion,
Exp-ansion,	Red-uction,
St-ation,	Introd-uction, ..
Situ-ation,	Secl-usion,
Repl-ation,	Revol-ution, ...
Ref-lection,	Call-usion,
Red-emption, ...	Constr-uction, ..
Dim-ension, ...	Conc-ussion, ...
Poss-ession,	Er-uption,
Int-ention,	Persec-ution, ...
Conv-ention, ...	Cons-umption, ..
Impr-ession, ...	Him-self,
Ex-ertion,	Your-self,
Coll-ection,	Them-selves, ...
Add-ition,	When-soever, ...



BYROM'S SHORT-HAND.

T. |.

The, to. Trans- -ity, -ities.

It has been objected, that Mr. Byrom, in the Specimens of the writing subjoined to his work, frequently carries the | *t* upwards. This inconvenience however may always be avoided, by making the character only half its usual size; as *ad-vantage* (V, not (V.

When singly written, it denotes, according to the original alphabet, the article *the*; to which I have added the common particle *to*, which will be found particularly convenient, owing to the frequency of its occurrence. *To* is very often immediately followed by the definite article, and | 1 will consequently denote *to the*. This character likewise represents the preposition *trans-*; and the termination *-ity*, or *-ities*, the one at the bottom, and the other at the top of the line.

PART THE FIRST.

EXAMPLES for the LEARNER'S EXERCISE.

<i>The</i> ,	Abil-ities,
<i>To</i> ,	Unvers-ities, ..
<i>Trans-parent</i> , ..	<i>Turn</i> ,
<i>Trans-fer</i> ,	<i>Train</i> ,
<i>Curios-ity</i> ,	<i>Table</i> ,
<i>Prosper-ity</i> ,	<i>Tuesday</i> ,
<i>Author-ity</i> ,	<i>True</i> ,
<i>Util-ity</i> ,	<i>Trite</i> ,
<i>Opac-ity</i> ,	<i>Tremors</i> ,
<i>Ver-ity</i> ,	<i>Terminate</i> ,

V.

V and *f*, being nearly alike in sound, are, in Short-hand, represented by one and the same character. If in any particular case, it may seem expedient to make a distinction, the stroke for *v*, may be made somewhat thicker, thus **.

W. *p* *b*.

Will, wilt; would, wouldst, wood. With-. -ward.

Though there are two characters appropriated to this consonant, I would by all means, as in a former instance, advise the writer to use

BYROM'S SHORT-HAND.

only the first, when joined to other consonants. The latter mark, having the twirl at the bottom, may be used singly to denote *would*, *wouldst*, *wood*, in which case it may, like the second *b*, be formed downward. The first *p* *w* represents *will*, *wilt*; the preposition *with*-; and the termination *-ward*.

This character is always used, when it is an initial letter; in other situations, especially if it does not join well with the preceding consonant, it is generally expressed by the vowel *o* (which stands for *ou*), writing *pour* for *power*.

Few monosyllables beginning with a vowel, are immediately followed with the letter *w*, for which reason *p* *w*, (like *q* *b*), having a point or vowel before it, denotes the letters *wt*, with the given vowel between them; as *p* *wat*, *p* *wet*, *p* *wit*, and *p* *wot*.*

EXAMPLES for the LEARNER'S PRACTICE.

Will, wilt,

Would, Wouldst,

With-hold,

On-ward,

**W* is never followed by the letter *u*.

PART THE FIRST.

West-ward,	Knowlege,
When,	Follow-ing,
World,	Water,
Woman,	Wet,
Wednesday,	Weather,
Week,	White,
Written,	Whiter,
While,	Whither,
Works,	Whither-soever, . .
Know,	Wot,

X. / 2.

Except; exercise. Ex-; extra-.

These characters are used either singly, to denote the words *except* and *exercise*; or detachedly at the beginning of words, to represent the prepositions *ex-* and *extra-*. But as the letter *x* begins no word in the English language, the preposition *ex-*, needs not be separated from the remaining part of the word, unless the next consonant does not admit of being joined to it; as *ex-hibit* / 2. In the word *express*, and many similar words frequently occur, as *exceed*, *expense*, &c. the /, denot-


BYROMPS SHORT-HAND.

ing *ex-*, may be joined to the other part of the word.

Examples for the Learner's Improvement.

<i>Except,</i>	<i>Excel,</i>
<i>Exercise,</i>	<i>Exclaim,</i>
<i>Ex-amples,</i>	<i>Eccentric,</i> *....
<i>Ex-haust,</i>	<i>Expect,</i>
<i>Ex-hert,</i>	<i>Expend,</i>
<i>Ex-change,</i>	<i>Experience,</i>
<i>Extra-judicial,</i> .	<i>Experi-ments,</i> ...
<i>Extra-ordinary,</i> .	<i>Explain,</i>
<i>Expire,</i>	<i>Extinct,</i>

* The first c in this word, is pronounced like *x*; the second, like *s*; and the last, like *k*.

Y. 

yet.

Standing by itself, this character denotes the word *yet*. It is never used, in Short-hand, but at the beginning of words; being represented by the vowel *i*, when it occurs in the middle or at the end of words.

PART THE FIRST.

EXAMPLES for the LEARNER.


Yet,	Yesterday,
Young,	Generally,
Youth,	Many,
Your,	Sympathy,
Your,	Rhymes,

Z.





This letter has the same relation to *s*, that *v* has to *f*, being a thicker and coarser expression of it; the letter *z*, therefore, in Shorthand, is always represented by one and the same character, viz. — (*s*).


CH.

Each;
Which.







At the top of the line, this mark denotes *each*, at the bottom, *which*. *Ch* is sometimes written instead of *j*; as *majesty* . In a few instances, where it does not join well to the preceding consonant, the character *e sb* is



BYROM'S SHORT-HAND.

substituted for *cb*; as *March* (mrsh) : and sometimes its opposite mark  *g*; as *Manchester* . In like manner, *ch* is frequently written for *g*; as *stage* .

When *cb* is pronounced like *k*, it is represented by that letter; as *chronicle* .

Examples for the Writer's Practice.

<i>Each</i> ,		<i>Approach</i> (aprsh),
<i>Which</i> ,		<i>Merchant</i> (mrgnt),
<i>Charity</i> ,		<i>Imagine</i> (imchn) --
<i>Cheshire</i> ,		<i>Page</i> (pch), --
<i>Cheese</i> ,		<i>French</i> (Frnsh),
<i>Church</i> (chrsh),		<i>Monarch</i> (mprk),

Sh.  .

Shall, shalt; should, shouldst. -ship; -ships.

As the first of these characters only, is the proper legitimate representative of *sb*, I would advise the writer to use the second merely to express the words *should, shouldst*; and the termination *-ships*: in which case, notwithstanding the twirl is at the bottom, the character may be more commodiously written down-

PART THE FIRST.

ward. The first character denotes the words *shall, shalt*; and the termination *-ship*.

EXAMPLES.

Shall, shalt, ...

Should, shouldst,

Lord-ship,

Hard-ships, ...

Short-hand, ...

Shoulders,

Fish,

Furnish,

Th. .

They; That.

Exclusive of the horizontal characters, there are, in the Short-hand alphabet, sixteen characters, which are either perpendicular, or written from left to right; and only seven which slope downwards from right to left as in common writing. On this account, I apprehend, the second of these marks is in general preferable to the first; and, for the same reason, the $\backslash f$ is, perhaps, an easier mark to write, than the $/ r$.

The letter $| t$ is often used for *th*, which is signified, by making the adjacent consonant, either preceding or following, (when it can

conveniently be done,) of half its usual size; as *there* \downarrow , *noth-ing* \downarrow .

But in all other cases, a letter of half size denotes, that the adjoining one is to be resolved into two parts or letters; as *terror* \downarrow , *prayer* \downarrow . When from necessity evidently, and not choice, any of the characters in a word are made half their usual size, the rest of the characters in that word, must notwithstanding be made of full length; as *be-havi-our* \downarrow , not \downarrow . It is, in general, better to write the letters of full size, as often as circumstances will permit, because the characters are not only more easily written, but also more distinct when written; thus collect , is better, I imagine, on both these accounts, than collect .

To denote two characters, a small stroke is sometimes drawn through a single consonant; as *millar* millar .

EXAMPLES.

They,		Methods,
That,		Theoretical,
Thy,		Thy-self,

PART THE FIRST.

Think,	Whither,
Thunder,	Thither,
Thirty,	Rather,
Them,	Thorn,
Author,	Thursday,
Father,	Player,
Whether,	

In the following pronouns, the letters *th*, with which they respectively begin, may be omitted; as

<i>These</i> ,	<i>Those</i> ,
<i>This</i> ,	<i>Thus</i> ,

These abbreviations, though somewhat irregular, are extremely convenient.

Et cætera, †.

This mark, which is not in Mr. Byrom's System, is composed of | *t* and — *c*, the latter being drawn from the *e*'s place of the former. It is therefore a regular and convenient mark for a very common abbreviation, *viz.*, &c.

et cætera

BYROM'S SHORT-HAND.

ON the SHORT-HAND MARKS for FIGURES.

The common method of writing numbers, being very compendious, was generally used by Mr. Byrom, when numbers occurred. The learner, who, for the sake of uniformity in the writing, prefers Short-hand marks for numbers, instead of figures, may express them as follows:

1, 2, 3, 4, 5, 6, 7, 8, 9, 0.
 ∪, |, /, \,), —, ∩, (, ∪, '.

In order to distinguish the figures from literal characters, when necessary, a small \ f may be prefixed, at the bottom of the space for *numeral* figures, and at the top, when they are *ordinal*; as \ ∪ is 15; \ ∪, 15th. In general, however, the figures in Short-hand, being written separately, as in long-hand, will sufficiently distinguish them from words or alphabetical letters.

It may assist the learner to remember the above Short-hand marks for figures, to observe, that, ∪ (n) 1, is the consonant in *one*;

PART THE FIRST.

i (*t*) 2, the first letter of *two*; / (*r*) 3, occurs in *three*; \ (*f*) 4, is the first letter of *four*;) 5, is nearly the same as the lower part of the figure, which it represents; — (*s*) 6, begins *six*; ∩ (*m*) 7, is the reverse of ∪ (*n*), which is the last letter of *seven*; (8 is the first stroke of the upper part of an 8; and √ 9, is not unlike the descending stroke of the 9; and ' (*ing*) 0, is the final syllable of the word *nothing*. The several marks for the figures, being thus briefly accounted for, I shall conclude the present Observations, which are either wholly original, or written from memory, by adding, that, as √, an oblique curve, is the most convenient mark for the figure 9, so any of the other oblique curves, viz. /, \, or ∩, may occasionally be used for the same purpose. This method of expressing figures is shorter, except in a very few instances, than the common; equally distinct, because of the figure mark prefixed; and more beautiful, because it gives a uniform appearance to the whole writing.

BYROM'S SHORT-HAND.

If the learner have the curiosity to compare the number of strokes and dots in the first specimen of Short-hand, the Lord's Prayer, with those used when it is written in long-hand, he will find the former to be only about 150, while the latter contains nearly six times that number, which shews the great superiority of the Art of Short-hand writing, independant of those advantages which may afterwards be derived from the Rules of Abbreviation.

END OF PART THE FIRST.





51
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√ 0. 28.

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+ v v u 8 v u. 8. 8. 8
v i x x v. 8. 8 1 1 x v 9 8.

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u 8 v i v 9 4 : . 8 i v l. v :

v 8 i v l e m, v 7. 8 v l v 8
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v 8. 2 i 1 9 9. ? . 8 i v v e l :

v 8, 8 v i 2 !
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BYROM'S
SHORT-HAND,
ABRIDGED.

PART THE SECOND.

Brevi esse laboro —
HORACE.

OF ABBREVIATIONS.

AN Alphabet, formed upon the most just and natural plan, by which, with the help of a few general Rules, all the words of the Language, to which it is adapted, may be easily, neatly, and speedily written, will not alone be sufficient to satisfy the expectations of an inquisitive reader; who must be sensible, that, however complete the Alphabet may be, yet many compendious applications of it may be obtained by an enquiry into the nature of our Language, and the abbreviations, which it ad-

BYROM'S SHORT-HAND.

mits of. He will not be satisfied with being taught only how to express all the letters of a word by the shortest and easiest strokes, but will also require further instruction, how to describe intelligibly words and sentences, by as few of those strokes as possible. To investigate from a few things given, many, which are omitted, will be found no unpleasant exercise of the learner's sagacity; and, if the few be properly given, the sense of the passage, and a due attention to the idiom of our Language, will render the discovery of the omissions more certain, and also less difficult, than the unexperienced would be apt to imagine. Without some Rules of abbreviation, one end of Short-hand, that of following a speaker, would scarcely be attainable.

Before we proceed further in this art of abbreviation, it may not be amiss to advise the learner, not to embarrass himself with this Second Part, till, by a competent practice of writing according to the Rules laid down in the First Part, he is become so well acquainted with the characters, as to be able to write and

PART THE SECOND,

read them with as much ease, as his own common hand. He will then meet with little more difficulty in reading words contracted, than he formerly did in those written more at length, provided that the Rules of abbreviation be duly attended to.

The learner has been already taught, how to write all the consonants of any word by one continued mark, those words only excepted, which may be better described by the help of detached prepositions or terminations. He may now advance a step further, and join together such short words, as are either represented by the letters of the Short-hand Alphabet alone, or such as, by their frequent occurrence, are become so familiar, as to be readily known, though denoted by their first consonants only. This will be found a great saving of time, and must therefore, when despatch is required, be done in all instances, in which they may be joined neatly, and without ambiguity.

RULES OF ABBREVIATION.

RULE I.

THE auxiliary verbs, will, shall, have, had, can, could, may, must, be, &c., being signified by their first consonant, may be joined to one another; as, *∩* can be, *∪* will be, *∪* have or has been, *∪* to be, *∪* ought to be, *∩* must be, &c. And when the negative particle *not* intervenes, it may be denoted by its first consonant, and be joined with them; as, *∩* or *∩* cannot be, *∪* will not be, *∪* have not been, *∪* not to be, &c. The preceding pronouns may also be joined to these auxiliary verbs; as *∩* be must be, *∩* be cannot be, &c. W and h, which are often dropt in common speech and writing, as he'll for he will, we've for we have, may, for the sake of joining, be omitted in Short-hand; as, *∩* for be will, *∩* for be will not be, *∩* for they have been.

RULE II.

In writing all the consonants, of which any word is composed, the beginnings of the

PART THE SECOND.

marks which follow, are always joined to the ends of those which precede them: Whenever, therefore, they are joined in any other manner, it is to denote, that each mark signifies a whole word, and not a single letter; as, \vee *in the*, \vdash *it is*, $\vdash\vee$ *it is not to be*, \vdash *as it is*, $+$ *since it is*, and by dropping *w* as in the preceding rule, \lceil *it was*, $\lceil\vee$ *it was not to be*, $\lceil\vee$ *it seems to be*, &c.

RULE III.

Derivative substantives may be represented by placing a point at the end of the words, from which they are derived; as, \vee^1 *forget*, \vee^1 *forgetfulness*. Derivative adjectives and adverbs may be represented also by points, distinguishable by their situation, both from the substantive and the vowel points; which may be done by placing them in a line, which, if produced, would pass through the substantive point, and would also be perpendicular to the last consonant mark; one placed *before* the substantive point, signifying the adjective, one *after* it, the adverb; as, \vee^1 *forgetful*, \vee^1 *forgetfulness*, \vee^1 *forgetfully*; \angle

BYROM'S SHORT-HAND.

reasonable, \angle *reasonableness*, \angle *reasonably*;
 \sim *sufficient*, \sim *sufficiency*, \sim *sufficiently*;
 \S *dutiful*, \S *dutifulness*, \S *dutifully*.

A plural substantive may be denoted by adding a little *s*; as, \downarrow *triumphant*, \downarrow *triumph*,
 \downarrow *triumphs*, \downarrow *triumphantly*. No great accuracy is necessary with respect to the adjective and adverb points, provided they be placed so as to be clearly distinguished from the vowel and substantive points.

RULE IV.

Such words as, by their particular relation to the subject, or frequent occurrence, are easily discoverable, however concisely written, may be denoted by the first letter, if they begin with a consonant, if not, by the first vowel and consonant, with the adjective, substantive, or adverb point annexed; as, *Life* and \curvearrowright *immortality* are brought to light by the \curvearrowright *gospel*. The \diagup *resurrection* of the dead and a future state of \diagup *rewards* and \rangle *punishments* are plainly, and positively taught in the \curvearrowright *gospel*. The adjectives, which usually accompany such substantives, may also be de-

PART THE SECOND.

noted by their first consonant, joined to the substantive ; as, With *h*umble submission to your *l*ordship. There are many substantives, to which some particular adjectives are usually joined ; as, *h*uman nature, *C*hristian religion, or *C*ritical Review, *M*onthly Review, *n*atural philosophy.

Most writers of Short-hand accustom themselves to mark such words, as most frequently occur in their own particular professions, by the initial letters, with the substantive, adjective, or adverb points, which, through custom, easily suggest those words to them at first sight.

The following words are some of those, which are most commonly expressed by the above method. *h*appiness, *h*eaven, *r*eligion, *—* subtraction, *m*ultiplication, *d*ivision, *f*requency, *a*ccordingly, *n*otwithstanding, *p*articularly, *t*ogether, *w*orld.

RULE V.

A dot placed at the point of concurrence of two consonant marks, denotes two substantives, of which those marks are the first con-

BYROM'S SHORT-HAND.

4-4-0-9-9

sonants ; and also that the latter is governed of, or connected to, the former by some preposition, which is omitted ; as, The *love of money* is the root of all evil. Seek ye first the *kingdom of God* and his righteousness. Gravity is discoverable in all sorts of matter, but the *cause of gravity* still remains undiscovered.

The Articles *a* or *the*, in this, and in many of the following ways of abbreviation, may, for the sake of joining, be omitted ; as, Since the *light of the gospel* has shone upon the world, &c.

And also if an Adjective precedes either of the substantives, they may all three be represented by their first consonants joined together, with the dot always placed at the end of the first substantive, as, The *great goodness of God* is manifest in all his dealings with his creatures. His Majesty the *King of Great Britain*. *F. R. S.*

This relation of substantives, which is expressed in Latin by the genitive case, and in English by the preposition *of*, is by far the

PART THE SECOND.

most common; but the Rule is more extensive, and serves to express two substantives connected by any other preposition, as *for*, *in*, *with*, *after*, &c., provided that the context, or any particular words of the sentence easily indicate, not only the two substantives, but also the preposition which is omitted; as, We must place all our *confidence in* God. Our Saviour expressly commands his disciples to return *good for evil*. In this present state, all things are mixed, *pleasure with pain*, *good with evil*. The *liberty of the press* is the grand palladium of British freedom. He is now become quite blind, he cannot even distinguish *light from darkness*. Having finished the *questions in reduction*, he is now beginning to learn the *rule of three*.

RULE VI.

The substantive point, placed before a single consonant mark, denotes that the substantive is to be repeated, with some interve-

BYROM'S SHORT-HAND.

ning preposition ; as, (*day after day*. From
i *time to time*.

RULE VII.

The substantive, adjective, or adverb point, placed before two or more substantives, adjectives, or adverbs, denotes two or more substantives, adjectives, or adverbs, connected by a conjunction ; as, Our blessed *∟* *Lord and Saviour*, by his *S* *death and passion*, made a sufficient *∩* *satisfaction and atonement* for the sins of the whole world. The legislative power in England is not vested in a single person, for *∞* *King, Lords, and Commons* must join in every Act, before it has the force of a Law. The precepts both of *∇* *natural and revealed* religion forbid us to do our neighbours any injury. What doth the Lord thy God require of thee, but to live *∞* *soberly, righteously, and godly* in this present world.

Thus any series of substantives, adjectives, or adverbs, may be expressed by their first consonants joined together, with the proper point prefixed. But this is only to be done in such instances, where the commonness of

PART THE SECOND.

the phrase, or the nature of the subject, evidently points out the words signified by those letters.

RULE VIII.

Long words, especially those in which the marks for the consonants will not join neatly, may be denoted by their first syllable, with as many points annexed, as there are syllables wanting; as, *multitude*, *correspondence*. And when great despatch is required, the points may be omitted, especially if the words do not begin with prepositions; as, *signification*, *difficulty*, *negligence*, *plenipotentiary*.

RULE IX.

Words beginning with prepositions, may be expressed by their respective prepositions, together with the next consonant and vowel, and sometimes with the next consonant only, adding, when necessary, the substantive, adjective, or adverb point; as, He was not hasty in his resolution, but took time to *deliberate* about it.

BYROM'S SHORT-HAND.

The vowel may, in many instances, be denoted, by beginning the consonant from that point after the preposition, in which the vowel should be placed; as, *transmutation*, *recommend*, *recommendation*, *recommendatory*, *resignation*, *resolution*, *consanguinity*, *convenient*, &c., *superficial*, &c.

The participles may be abbreviated after the same manner, by adding, instead of the points, the terminations *-ing* or *-ed*; as, *considering*, *considered*.

Words beginning with double, or treble prepositions, may be written after the same manner, joining the prepositions together; as, *representation*, *misrepresentation*, *incomprehensibility*, *comprehension*. If two consonants begin the next syllable, the writing of them both will help to discover the remainder of the word; as, *misunderstanding*, *transubstantiation*.

RULE X.

Words ending in any of the terminations,

PART THE SECOND.

which, in the Alphabet, are denoted by consonant marks, may be expressed by their first consonant and vowel, together with the proper mark of its termination; as, *∞ arbitrary*, *∞ opportunity*, *∞ opportunities*, *∞ curiosity*, *∞ lawfulness*.

But it must be carefully observed, that the vowel, whether it precedes or follows the consonant, must never be omitted; otherwise the consonant might be taken for a preposition, and then this Rule would interfere with the foregoing.

RULE XI.

Such words as are easily discoverable by the particular prepositions which they require, may be denoted by their first consonant only; as, This *∞ belongs* to me. He made some good *∞ observations* upon it. I want to *∞ dispose* of my house. He *∞ agreed* with me in opinion. There was not the least *∞ difference* between us. We must take particular care to *∞ guard* against such passions, as we find ourselves most *∞ liable* to.

BYROM'S SHORT-HAND.

He (*deliberated* long about the choice of a patron, but at last resolved to (*dedicate* his work to, &c.

As few English words end with the syllable *-to*, the preposition *to* may be joined to the preceding word, which is signified by its first consonant only; as, This A *belongs to* me, A *liable to*, T *satisfactory to*, T *subject to*.

Other prepositions, which are denoted in the Alphabet by a single consonant, may, in like manner, be joined to the preceding word; as, He made some good A *observations upon* it.

RULE XII.

Prepositions generally require after them either a noun or pronoun. The pronouns being few in number, and used as substitutes for nouns, must occur very frequently, and by that means soon become familiar to the learner; pronouns, therefore, may be joined to the prepositions, without danger of creating any difficulty to the reader; as, He gave it h *to* me, he left it h *to* my, L *to* us, l *to* you, V *to* our, V *to* your, V *for* thy, v *for* my,

PART THE SECOND.

∫ upon them. The *b*, *tb*, or *wb* may, for the sake of joining, be dropped in the pronouns which begin with those letters; as, *ℓ* to his, *ℓ* to this, *∨* to her or to their, *ℓ* to whom, *ℓ* to those or to whose, *ℓ* to which, *ℓ* to each, it was not ∽ in my power, it was thrown ∽ under my feet, he came and dwelt ∽ amongst us, you may depend ∫ upon me.

This Rule is not restrained to those prepositions only, which are given in the column of words in the Alphabet, but is to be extended to others, which must, in that case, be represented by their first consonant, and be joined to the pronoun; as, He did it *ℓ* with my consent. He came privately and took it away *ℓ* without my knowledge. It is *ℓ* beyond my reach. Above may be distinguished from beyond by prefixing the initial vowel; as, It is *ℓ* above my comprehension. They divided it equally *ℓ* between them. He had the impudence to do it *ℓ* before my face.

BYROM'S SHORT-HAND.

RULE XIII.

After the learner has made the last method of abbreviation familiar to him, he may combine it with the foregoing, by joining the preceding word, the preposition, and pronoun all together; as, *belongs to me*, *extends to us*, *agreed with me*, *depend upon me*, *observations upon this*. He was a notorious traitor, and caught in, actual *rebellion against his Majesty*. He was an ill-natured man, and always endeavouring to sow *dissentions amongst his neighbours*.

When a pronoun, or a preposition and pronoun, follow the verb, and are themselves followed by a preposition and pronominal adjective, they may be all joined together; as, I *congratulated him upon his*, &c.

The words *some*, *any*, *none*, *which*, *each*, *both*, &c., followed by a preposition and pronoun, may be denoted by their first consonants, and be joined to the preposition and pronoun; as, *some of them*, *any of*

PART THE SECOND.

us, none of them, both of them, which of them, each of them. The first dot, in the second and last examples, is inserted to distinguish the words, which begin with the same consonant, from one another. The latter dot must never be omitted, as it is the appointed way of writing the pronouns, when joined to the prepositions.

RULE XIV.

The adverbs preceding the verbs, and the substantives following the pronominal adjectives, may be joined to the verbs and adjectives respectively, denoting both the adverbs and substantives by their first consonants, or at most by their first consonants and vowels; as, You may *Y* safely depend upon my word.

RULE XV.

Many common phrases, formed by a substantive preceded by the prepositions *with, without, in, &c.*, and followed by *to, of, &c.*, may be very conveniently abbreviated; as, *W* with regard, respect, or reference to, *A* in re-

BYROM'S SHORT-HAND.

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lation to, *∧* in order to, *∩* in consequence, comparison, or consideration of, *∨* by reason of his, *^* by virtue of his, *∩* upon account of, it was not *∩* in the power of man to save him.

RULE XVI.

Common adverbial phrases are, in like manner, often denoted by their initial consonants joined together; as, *∩* at the same time, *3* at present, *∩* in this manner, *∩* in like manner, *∩* in a great measure, *∩* in the same manner, *∩* in the mean time, *∩* in general, *∩* in particular.

And when the proportion of equality is expressed, with some one word intervening, they may be all joined together; as, *—* so much as, *—* as much as, *—* as well as, *—* as long as, as *—* good or as great as.

RULE XVII.

The contractions which may be made, when *it is*, or *it was*, are followed by an adjective, and *to* or *that*, are very numerous. The following instances are a few of the most usu-

PART THE SECOND.

al. \vdash it is impossible to, \dashv it was unnecessary to, \vdash it is contrary to, \vdash it is according to, \vee it is evident that, \dashv it is not to be supposed that.

The above methods of abbreviation are such as are of most common use and practice; and though they are not many in number, yet they are very extensive in their application; for few sentences can occur, in which some or other of them will not find a place. An accurate and assiduous attention to the nature and idiom of our Language may suggest others, as useful and extensive as these. Proper care being taken to lay a right foundation, the legitimate ways of contracting will increase, in proportion to the Writer's want of them. The more he writes, the more concisely he may venture to write, and yet be able to read his contractions with ease.

In all the various ways of describing words by some shorter method, than that of writing all the consonants of which they consist, care must be taken, when the contraction consists

of two or more words joined together, that no one word of it be represented by more than one character; and, that the whole mark by some means, if possible, be shown to be a contraction, either by the insertion of points in the middle of the marks, which, when despatch is required, is seldom practised to denote vowels in the middle of words,—or by the unusual ending or joining of the marks.

These contractions are not designed to be taught, as the common standard method of writing Short-hand, upon all occasions.—That method which was taught in the first part, and which will be as easily read, upon a little practice, as common long-hand, will be found sufficiently short for all common purposes, and it should therefore be kept to, when very great despatch is not required.

Inventors of Short-hand have generally introduced into their systems, besides the alphabetical characters, a multitude of arbitrary marks,—one, for instance, now before me, has *three hundred and thirty* of that description,—to signify particular words and phrases,

PART THE SECOND.

which are often chosen rather upon account of their length than their frequent occurrence. The injudicious application of these arbitrary marks, is not the only objection against them. They are particularly burdensome to the memory, tedious and difficult to be learned, and very soon and readily forgotten.

But these objections are not applicable to the methods of abbreviation here taught. They burden the memory with no new and arbitrary marks, and with but few Rules for the extension of the powers of the alphabetical characters; and yet those Rules are so general, and may be applied to such a multitude of cases perpetually occurring, that they give this System the advantage, even in point of expedition, over arbitrary marks, and, at the same time, leave the writing perfectly legible, not only to the Writer himself, but also to every fellow-practiser of the same method.

THE END,

CONTENTS OF THE PLATES.

PLATE I.

The Lord's Prayer.—The First Psalm.

Common Prayer.

PLATE II.

Verses designed for a Watch-case.

Byron.

An Imitation of them, applied to Short-hand. *id.*

PLATES III. and IV.

A Parable against Persecution.

Dr. Franklin.

Anecdote of GROTIUS.

D'Israeli.

PLATE V.

Verses on a Withered Leaf.

Robert's Looker-on.

PLATES VI., VII. and VIII.

The Last Number of The IDLER.

Dr. Johnson.

PLATES IX. and X.

Part of DR. SHERLOCK'S First Sermon, with
a few of the most common Contractions.

PLATE XI.

The Bear, a Fable,—in which are exemplified
all the principal Rules of Abbreviation.

Dodgley.







$$1\ddot{Y} \cdot Y.$$

Handwritten signature

Pigot sculp. Manchester.



